

## **Stark County Social Service Board**

**February 20, 2012**

The meeting of Stark County board was called to order at 7:00pm by Chairman, Russ Hoff.

Present: Diane Mortenson, Pete Kuntz, Ken Zander, Jim Hope, Nancy Hartman, Jay Elkin, and Russ Hoff.

Absent: Duane Wolf

Motion made by Jay Elkin and seconded by Nancy to approve the minutes of the previous meeting as recorded. Motion carried by unanimous ballot.

Schedules and Financial Statements: Motion made by Ken Zander and seconded by Pete Kuntz to approve the Schedules and Financial Statements. Motion carried by unanimous ballot.

### **Agenda:**

- 1.) Monthly Program/Service Statistics: Discussion held.
- 2.) Oil Impact Numbers for January, 2012: Discussion held on case numbers that were collected on all programs in January that had Oil Impact. All departments are tracking them monthly.
- 3.) Personnel Changes: we currently have 2 social work openings. Kim Wood has resigned as a School SW and the other is Foster Care SW. Karla Thorson has moved into a HCBS SW position and we have hired Jennifer Kortgard to fill Tonya's FC SW position. We have an intern here now in the social work unit and will be having another this summer. There have been negotiations with the school regarding the Elementary SW position. We have advertised the position with 10 month salary plus 10 month benefits.
- 4.) Hay Study (DHS): the Department of Human Services did a salary study on all positions within the state and county. A copy of the study was distributed. This will go into effect 01-01-13 for counties. This will affect new employee hires and possibly the budget for 2013.
- 5.) Approval has been given by the board to obtain an agency credit card to purchase items as deemed appropriate by the director.
- 6.) WRCSW: A copy of the proposed agenda for WRCSW was distributed. The board is invited to the SWACSSB meeting that will be held on Thursday June 14<sup>th</sup> at noon and/or the entire conference.
- 7.) Staff Training – EAP – Diane is working with Marie Bittner, HR to organize a training that is offered by EAP on hostile clients and how to deescalate them. This would be available for all county employees. Discussion was held on potentially violent clients and possible ways to handle them. Diane will check with other agencies that currently have a buzzer system.
- 8.) Equipment (inventory) – We have lots of old equipment ready for the county auction. Pete Kuntz will look into setting one up. An inventory list has been compiled.

9.) Building Update: Discussion held. They will start the process of hiring a consultant to find land and/or a building in March 2012.

Other Business: A plaque was presented to Nancy Hartman in appreciation of her 28+ years of service to the Stark County Social Service Board.

With no further business, Ken Zander motioned to adjourn the meeting and seconded by Jay Elkin. Chairman, Russ Hoff declared the meeting adjourned at 8:00 pm.

---

Chairman, Russ Hoff

---

Agency Director, Diane Mortenson